



D E P A R T M E N T O F

Management & Budget

# DOING BUSINESS WITH MICHIGAN

## Step One: Register as a Vendor

Visit: [www.michigan.gov/doingbusiness](http://www.michigan.gov/doingbusiness) to link to Michigan's vendor registration site.  
You'll need 10 minutes and:

Tax ID Number — Business Characteristics — Banking Info

Please note — automatic notification of bid opportunities is not available at this time.  
You must visit our Doing Business website frequently for bidding opportunities.



## Step Two: Prepare and Research

Visit [www.michigan.gov/doingbusiness](http://www.michigan.gov/doingbusiness) and select the "Selling to the State" page.  
For goods, services and information technology, review all 2,200 active contracts by selecting "complete contract list" under "Quick Links." Get copies of contracts by clicking on the "Freedom of Information Act" also under "Quick Links."



## Step Three: Find an Opportunity

Visit [www.michigan.gov/doingbusiness](http://www.michigan.gov/doingbusiness) and select the "Bids and Proposals" page.



## Step Four: Bid

Be Competitive — Be Complete — Be Timely



## Step Five: Debrief and Evaluate

Determine areas of improvement for your next submission.



Department of Management and Budget staff is ready to help.  
[www.michigan.gov/doingbusiness](http://www.michigan.gov/doingbusiness) — (517) 335-0230

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The Michigan Department of Management and Budget (DMB) handles purchasing on behalf of all State agencies. Within DMB, there are two different purchasing arms.

DMB Purchasing Operations buys goods, services and information technology.

DMB Facilities Administration handles construction and renovation of State buildings, along with leases for the State.

DMB competitively bids all solicitations, and welcomes participation in bidding by Michigan businesses. Through an Executive Directive, Governor Granholm ensured a preference for Michigan companies that want to become State contractors. A large, diverse vendor pool is good government:

- Taxpayers benefit from the reduced price tag of government that results from an increase in competition.
- Michigan businesses benefit from having a fair and open playing field to compete in.
- Michigan departments and agencies benefit by receiving quality products and services.
- Michigan's local governments benefit from reduced prices when they buy off of State contracts.

***Integrity First - Quality Service Daily - Responsible Spending Always***